



Commander
Seventh Coast Guard District

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CGD SEVEN (m)
Policy Ltr 12-98
19 Nov 98

From: Commander, Seventh Coast Guard District
To: Distribution

Subj: REPORTING REQUIREMENTS FOR DRUG AND ALCOHOL PROGRAM AUDITS

Ref: (a) Enforcement of the Chemical Testing Regulations, CGD SEVENINST 16722.4

1. The purpose of this letter is to update changes in the Drug and Alcohol Program since the issuance of reference (a). These changes should eliminate unnecessary work on the part of the field units, serve to construct a database of inspected and uninspected vessels in the D7 AOR, and assist in capturing program activity.
2. The requirement under 6.c.(10) of reference (a) is cancelled, and subsequently, the Quarterly Drug and Alcohol Audit Form (enclosure (1)) of reference (a) is obsolete. Furthermore, the Chemical Testing Audit Form (enclosure (2)) of reference (a) is superseded by enclosures (1) and (2) of this letter.
3. Commanding Officers shall ensure the completion of Enclosures (1) or (2), as applicable, for each audit conducted on an inspected or uninspected vessel. A copy of each completed checklist shall be forwarded to the District Drug and Alcohol Program Inspector (DAPI) no later than the last day of each month. These checklists will be used by the DAPI to compile a database and to generate reports to Commandant (G-MOA).
4. Any questions concerning this policy should be addressed to LTJG Jerry W. Saddler at (305) 536-5277.

WILLIAM H. FELS
By direction

Encl: (1) Audit for Employer Using a Consortium/TPA
(2) Audit for Employer Administered Chemical Testing Program

Dist: CGD7 MSO's